

Cottonwood Heights

Weekly Update for Jan 14-20, 2018

City Manager

1. The council workroom is set up to record all that is being said. However we are having some difficulty picking up some voices. Apart of that is due to soft voices and some of that is due to the fact that we lean back in our chairs as far from the microphone as possible when we speak. I do not think we have to lean forward and talk loudly, however we do need to remember the meeting is being recorded and we do need to speak up.
2. Executive staff is working together to help make your upcoming retreat a success. We are looking at our budgets and will each have a discussion on some of our priorities, we are looking at way to have a more sustainable city, and developing revenue projections. We also have a small booklet you will be receiving with a five year budget outlook.

Public Relations

1. February Newsletter content has been compiled and sent to the design team. Kim Horiuchi has been great at editing the articles and steering us in the right direction. It was necessary to move the deadline back a week to accommodate for some necessary personal time, the holidays and all the festivities surrounding the outgoing and incoming mayor/council administrations.
2. Met with the communications group to discuss options going forward for the website, videos and other media tools. It was a productive meeting, and we hope to have more contributors involved very soon. I will also set up a City Council demo for the mobile app we're considering in the next month or so. Glad to discuss some of the options and data for consideration in future designs during council if any of you would prefer.
3. Made several changes to the existing website, especially the main Arts Page, Events Page and Butlerville Page. There is still a lot of work to do to make them fully functional, but if you want to take a look, check them out (<http://www.cottonwoodheights.utah.gov/community/arts>, <http://www.cottonwoodheights.utah.gov/community/events/>, [http://cottonwoodheights.utah.gov/community/events/butlerville days/](http://cottonwoodheights.utah.gov/community/events/butlerville_days/))
4. Compiled the City Council newsletter article print schedule for 2018. We held off on it until after the inauguration. I am attaching it with this staff report. We can discuss the process and schedule in council if needed. I will also be available to go over the newsletter process with new council members during or outside of the meeting, if the council approves.
5. Marketing the January newsletter articles via social media.

Please be aware of the upcoming deadlines and important dates.

Newsletter Issue	Deadline to submit articles	City Council Article	2018 Events	
Jan-18	Tuesday, December 12	Mayor Peterson	Volunteer Appreciation	20-Jan

Feb-18	Tuesday, January 16	Mike Shelton	Photography Contest	9-Mar
Mar-18	Tuesday, February 13	Scott Bracken	Teen Ice Party	30-Mar
Apr-18	Tuesday, March 13	Mayor Peterson	Easter Egg Hunt	31-Mar
May-18	Tuesday, April 10	Tali Bruce	Dance Concert	18,19-May
Jun-18	Tuesday, May 8	Christine Mikell	Butlerville Days	July 23-24
Jul-18	Tuesday, June 12	Mayor Peterson	Musical	27-Jul to 6-Aug
Aug-18	Tuesday, July 10	Mike Shelton	Arts Show	Sep-TBA
Sep-18	Tuesday, August 14	Scott Bracken	BCC Marathon	8-Sep
Oct-18	Tuesday, September 11	Mayor Peterson	Bark in the Park	15-Sep
Nov-18	Tuesday, October 9	Tali Bruce	Monster Mash	26-Oct
Dec-18	Tuesday, November 13	Christine Mikell	Thanksgiving 5K	22-Nov
Past Articles 10 year anniversary Goodwill to All Love is our hope Respect to officers Neighbors/nuisances City Survey Youth Council Day City hall construction Funding infrastructure Thanks to legislators Caucuses D.A.R.E. Historic Committee Pickleball Thanks for support Transportation issues Shopping Local Informed citizens City's first new tax Public Works Vote by mail Citizen Communication Power Poles Inspiring future leaders Volunteerism Neighborhoods Canyons SD Partnership CHBA Tax Burden Voting			Light the Heights	26-Nov
			Arts Concert	TBA
			2018 Holidays	
			New Year's Day	1-Jan
			MLK Day	15-Jan
			Presidents Day	19-Feb
			Memorial Day	28-May
			Independence Day	4-Jul
			Pioneer Day	24-Jul
			Labor Day	3-Sep
			Thanksgiving	22-Nov

City Recorder

January 30-2018

Gordon Thomas Holiday – No Meeting

February 6-2018

1. Community and Development Work Session Reports: *GIS Demonstration by Kevin Sato*
2. Canyon Centre Elevation Discussion – Brian Berndt

Finance

1. The Bureau of Labor Statistics released the *Consumer Price Index* (CPI) for December 2012. City policy establishes that employees will receive a cost-of-living allowance (COLA) based on the

CPI. So, the COLA to be given to employees on July 1 is equal to the year-over-year cpi for December, which was 2.1 percent.

2. W-2's were printed and distributed to employees.
3. We are working on revenue forecasts for the upcoming budget year in advance of next month's budget retreat. Preliminarily, we are expecting sales tax revenue growth of around 3.5 percent, which I believe is conservative and may be able to be adjusted higher. Our other revenue sources are not growing as rapidly. Property tax growth tends to produce \$50,000 to \$60,000 annually, which is a little less than one percent. Energy sales and use taxes have been flat, and we currently do not anticipate an increase in these revenues.

Administrative Services

Events

1. Finalizing the Volunteer Appreciation dinner arrangements for January 27th.

Emergency Services

1. Held the January Community Emergency Management meeting. Attendance was the best yet with our new evening format 35 people in attendance. Topic of the meeting was initial planning for Shakeout in April. Precinct and District leaders were given an overview of events for Shakeout. We asked for volunteers to help with a CERT demonstration and to provide "registration practice" for the Red Cross team at the shelter.
2. We also committed to delivering training in small groups to new block captains. Several leaders asked for materials and training dates. I will leave it up to districts and precincts to determine when training is best for them and then deliver.

Arts Council

1. Working on the Utah Arts Grant, and also the Zap Grant. Both are due the end of February.

Community and Economic Development

Planning Commission 1/17/2018

The agenda is attached, we can update this tomorrow with what happened with each item.

- Staff attended a seminar at the new Hale Center Theater about parking and trip generation, and economic development best practices as experienced by Sandy City throughout the development of the Cairns Development project.
- The Planning Commission met with the City Council in a joint work session to discuss the proposed Accessory Dwelling Unit ordinance process so far. The Commission held a public hearing for a proposed Appeal Hearing Officer ordinance.
- The Commission denied an application for a home daycare.
- The Commission forwarded a positive recommendation to the City Council for the proposed **Accessory Dwelling Unit ordinance.**

Business Association

- The Cottonwood Heights Business Association hosted a planning breakfast with local business owners to get ideas for the upcoming year. Mayor Peterson and Councilmember Bruce attended the event and offered support for the association's goals.
- An Effective Networking Business Boot Camp was held at city hall to educate business owners in how to create meaningful interactions, relationships and business dealings.

Public Works

1. Operations and Maintenance

A. Public Works Operations Building

- Expand the public works yard to the next phase which includes the maintenance and storage sheds

B. Maintenance

- Standard right of way and street maintenance throughout the City
 - Potholes
 - Crack Sealing
 - Street Sweeping
 - Tree Trimming
 - Debris hauling
 - Vehicle maintenance

2. Engineering

• Road Maintenance Plan

- Met with the Residents committee last week and have the second meeting next week.

• Ferguson Canyon outfall line

- Specs have been prepared and we will be going out to bid soon

• Highland Drive / LaCresta drive

- Met with UDOT last week and they have scaled the project back some. When we have more information as to the final project look, we will return and report the status

• Highland Drive / Ft. Union

- Preparing for bids as soon as the final design is set for LaCresta

• 2700 East Reconstruction

- This project will bid for construction this weekend

• Ft. Union Resurfacing

1. Preparing for construction this spring

• Bengal Blvd Round-About

2. UDOT has assigned a PIN (project identification number) so we now will be assigned a project manager. We are trying to get this project completed by Fall but it will be a very tight schedule

Gilson Engineering

- We are currently surveying on Fort Union Blvd in order to facilitate a new striping plan that will incorporate access management improvements.
- We submitted multiple concept plan applications to Wasatch Front Regional Council for STP/CMAQ/TAP Funding. If awarded the funding would be available to Cottonwood Heights in 2024. The applications include Big Cottonwood Canyon Park & Ride Improvements, a Safe Routes to School Sidewalk on 2600 East in front of Butler Middle School, and Highland Drive Roadway Reconstruction between I-215 and Bengal Blvd.

Police

1. VPA held Thursday we introduced Nathan Evershed the Republican candidate for District Attorney. The Utah League sent John Hiskie to discuss police retirement issues this session.
2. Canyon View Elementary DARE Graduation held Thursday.



3. Robby out of town until January 27th.
4. Pursuit of carjacking suspect thru Sandy, UPD and Cottonwood Heights. The vehicles were recovered and one Polynesian male taken into custody.
5. On 01-16-18, the following two suspects (above) were involved in a grab and run at the Simply Mac located at 6936 South Park Centre Drive and fled the area in a dark colored older model Nissan Pathfinder registered to the older suspect, Steven Gibson out of West Jordan, Utah. Suspects have been located and arrested by CHPD and property returned.





6. Several open garage thefts in Dist. 4, please help neighbors keep their property secure.

PHOTOS –



Figure 1 - This is what 207 computer hard drives look like when they go through a shredder. The drives must be destroyed in order to comply with the laws that govern police information.



Figure 2 - This is what the salt pile looked like after the Jan. 20th storm



Figure 3 - Storm totals were in the 16-20 inch range for the Jan 20th storm. The chairs outside the public works office confirm this



Figures 4 & 5 - Individuals blowing driveway snow into the road continues to be a problem





Figures 6 thru 9 - Cars parked on the road during a storm are another challenge for the Public Works Dept.







Figure 10- The picnic benches at City Hall show the results of the storm